

**TOWN OF BLUFFTON HISTORIC PRESERVATION COMMISSION**  
**Meeting Room, Theodore D. Washington Municipal Building**  
**Wednesday, May 4, 2016**

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**Present:** Hank McCracken, Chair; Christopher Epps, Vice-Chair Marge Blair; Chuck Dulcie; Will Guenther

**Absent:** Kathryn Drury; Sean Barth

**Staff:** Erin Schumacher, Senior Planner; Katie Peterson, Planning Assistant; Rocio Rexrode, Growth Management Coordinator

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**I. CALL TO ORDER**

McCracken called the meeting to order at 6:01 p.m.

**II. ROLL CALL**

**III. NOTICE REGARDING ADJOURNMENT**

The Historic Preservation Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

**IV. NOTICE REGARDING PUBLIC COMMENTS**

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the meeting. State your name and address when speaking for the record. **COMMENTS ARE LIMITED TO THREE (3) MINUTES.**

**V. ADOPTION OF AGENDA**

Epps made a motion to approve the May 4, 2016, Historic Preservation Commission meeting agenda. Guenther seconded the motion. All were in favor and the motion passed.

**VI. ADOPTION OF MINUTES**

Blair made a motion to adopt the May 4, 2016, Historic Preservation Commission meeting minutes. Epps seconded the motion. All were in favor and the motion passed.

**VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

There were no Public Comments.

**VIII. OLD BUSINESS**

There was no Old Business.

## IX. NEW BUSINESS

### 1. FOR ACTION

- A. Certificate of Appropriateness.** A request by Court Atkins Architects, LLC., on behalf of Sharon Haag, for approval of a Certificate of Appropriateness to allow the renovation of an existing building to add a second story of approximately 1,825 SF of classroom space on the property identified as 60 Calhoun Street in the Old Town Bluffton Historic District and zoned Neighborhood Center-HD (COFA-3-16-9570).

Schumacher presented.

Guenther made a motion to approve the Certificate of Appropriateness with the following conditions:

1. Per Section 3.22.2.A of the UDO, a Town of Bluffton tree removal permit is required for the removal of any tree, 8 inches in diameter at breast height (DBH) that is proposed for removal.
2. Per Section 5.15.6.H. of the UDO, an architectural detail or additional information must be provided to ensure that the railing configuration meets the requirements of the UDO.
3. Per Section 5.15.6.A. the use of powder coated aluminum railings and balusters were approved as an appropriate substitute for those permitted.
4. Per Section 5.15.6.I. of the UDO, additional information must be provided to ensure that the proposed doors meet the material requirements.
5. Per the Applications Manual, all comments from the DRC review of the development plan must be addressed prior to the issuance of the Certificate of Appropriateness.

Epps seconded the motion. All were in favor and the motion passed.

- B. Certificate of Appropriateness.** A request by Lottie Anne Munday for approval of a Certificate of Appropriateness to allow the renovation of the existing open air carport of approximately 725 SF to enclose the exterior envelope and construct a second story with a finished room of approximately 425 SF over the garage on the property identified as 103 Lawrence St in the Old Town Bluffton Historic District and zoned Neighborhood General-HD (COFA-3-16-9574).

Schumacher presented.

Epps made a motion to approve the Certificate of Appropriateness with the following condition:

1. Per Section 5.15.5.F.4. of the UDO, the upper horizontal band should be revised (removed) to establish better horizontal rhythm and organization of the building facade.

Dulcie seconded the motion. All were in favor and the motion passed.

- C. Certificate of Appropriateness.** A request by Garfield and Nancy Moss for approval of a Certificate of Appropriateness to allow the construction of a cottage of approximately 1,080 SF on a proposed subdivided lot from the main property identified as R610-039-00A-0306-0000, in the Old Town Bluffton Historic District and zoned Neighborhood General-HD (COFA-3-16-9575).

Schumacher presented.

Epps made a motion to approve the Certificate of Appropriateness with the following conditions:

1. Per Section 5.15.6.G. of the UDO, additional information must be provided to ensure that the type of stucco finish proposed meets the requirements of the UDO.
2. Per Section 3.22.2.A of the UDO, a Town of Bluffton tree removal permit is required for the removal of any tree, 14 inches in diameter at breast height (DBH) that is proposed for removal.
3. Per Section 5.15.6.H.1. of the UDO, the column spacing must be revised to better meet the intent of the requirements of the UDO. Revisions to be reviewed by Town Staff and HPRC if necessary.
4. Per Section 5.15.6.N. of the UDO, the skirt board portion of the water table trim must be modified to a 2X material to meet the requirements of the UDO.

Blair seconded the motion. All were in favor and the motion passed.

- D. Certificate of Appropriateness.** A request by Stephen Kiser, for approval of a Certificate of Appropriateness to allow the demolition of an existing garage located on the property identified as 1256 May River Road in the Old Town Historic District and zoned as Neighborhood General-HD (COFA-3-16-9578).

Schumacher presented.

Blair made a motion to approve the Certificate of Appropriateness as submitted per Staff recommendations. Guenther seconded the motion. All were in favor and the motion passed.

- E. Certificate of Appropriateness.** A request by Kara Hurst, for approval of a Certificate of Appropriateness to construct a Carriage House of approximately 850 SF and an addition of approximately 370 SF at the rear of the existing structure on the property identified as 35A Thomas Heyward Street in the Old Town Historic District and zoned as Neighborhood General-HD (COFA-2-16-9536).

Schumacher presented.

Epps made a motion to approve the Certificate of Appropriateness with the following conditions:

1. Per Section 5.15.6.G. of the UDO, additional information must be provided to ensure that the type of stucco finish proposed meets the requirements of the UDO.
2. Per Section and 5.15.6.H. of the UDO, an architectural detail or additional information on the configuration of the railings and balusters must be provided to ensure that the configuration meets the requirements of the UDO.
3. Per Section 5.15.6.I. of the UDO, the band of three windows on the north elevation of the Carriage House must be revised to be oriented vertically and can be square or rectangular.
4. Per Section 5.15.6.I. of the UDO, the proposed doors must be revised to a permitted material.
5. Per Section 5.15.6.N. of the UDO, architectural detail or additional information regarding the configuration of the corner board and water table trim must be provided to ensure that the configuration meets the requirements of the UDO.
6. Per Section 5.15.6.P. of the UDO, an architectural section through the eave and additional information must be provided to ensure that the configuration and materials meet the requirements of the UDO.

Dulcie seconded the motion. All were in favor and the motion passed.

**X. DISCUSSION**

**a. None.**

**XI. ADJOURNMENT**

The May 4, 2016, Historic Preservation Commission meeting adjourned at 7:00 p.m.